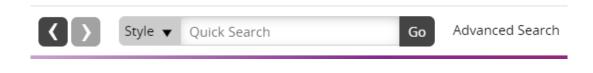


DASHBOARD QUICK SEARCH

QUICK SEARCH NAVIGATION - OPTION 1

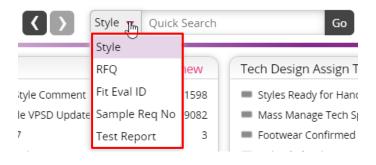
1. Locate the **Quick Search** box at the top left corner.



2. Click in the box and type ahead to search for a style or tech pack.



Note: Quick Search defaults to Style. Click on the drop down list to select a different category to search from.



- 3. Click **Go** or hit **Enter** on keyboard to generate the style search list.
- 4. From the style search list, click the style number to navigate to **Style Overview page**.

	$\langle \rangle$	Style 🔻	Quick Search	Go	Advanced Search	1			
Style: LIST									
 Advar 	nced Searc	h: Style							
 Style I 	List					<1 >)
	-	Style No 🔻	Description 👻	Development Stage 🔻	Request No 🔻	Base Request No 🔻	Style Status 🔻	Fiscal Season 💌	Commodity 🔻
	(T).	Style No ▼	Description	Development Stage DEVELOPMENT Q	Request No 💌	Base Request No 🔻	Style Status CONFIRMED	Fiscal Season 🔻	Commodity



DASHBOARD QUICK SEARCH

QUICK SEARCH NAVIGATION - OPTION 2

1. Locate the **Quick Search box** on the left hand side under alters.

KOHĽS	Style 🗸	Quick Search
DESIGN CENTER <	ALERTS	new
DESIGN CENTER DASHBOARD	RFQ/Style Comment	1598
Dashboard	Sample VPSD Updated	9082
Artwork Library	Alert 7	3
Material Library	Material Change	4411
= Style = Sample Tracking	Alert 15	11
 Sample Tracking Fit Evaluation 	Offer Confirmed	3263
Material Palettes	Style No. Change	1004
Line Sheet	Sample Eval Updates	1164
	Quick Search	
	Style 🔻	
	Enter value to search	
	Go	

2. Quick search defaults to Style. Choose from the drop down list and select the category before searching.

	Quick Search
	Style 🔻
	Style
	RFQ
	Fit Eval ID
-	Sample Req No
-	Test Report

- 3. After selecting the category, click in the box and type ahead to search for style or tech pack. Click **Go** or hit **Enter** on keyboard.
- 4. From the style search list, click the selected style number to navigate to **Style Overview page**.

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20 U.S.	iced Searc	:h: Style				<i>4</i> . 5			
Style I	lst					<1 >			2
(÷	Style No 🔻	Description 🔻	Development Stage 🔻	Request No 🔻	Base Request No 🔻	Style Status 🔻	Fiscal Season 🔻	Commodity
	ŭ.				Request No ▼	Base Request No 🔻	Style Status 🔻	Fiscal Season ▼	Commodity
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